

**FCDJFS 2014 Summer YouthWorks Program Q&A Document  
TANF Summer Youth Employment Program  
(25-14-RFP-04 SYW)**

**Post Bidders' Conference Q&A:**

1. **RFP sec 6.2 Eligible Participants:** Please clarify age requirements of eligible participants. Must the student be 14 at the time of enrollment, or by the time work begins? May a program serve both 14-17 year olds and those 18 or over, for example, if the student turns 18 during the summer work experience? Would a student who turns 18 during the summer be required to work 300 rather than 200 hours?

Answer: (a) Youth participating in the Summer YouthWorks Program must be 14 years of age or older at the time of application/enrollment. (b) The age at application/enrollment should be used to determine the hours of employment (i.e. youth ages 14-17 or 18 at time of application/enrollment who are enrolled in secondary school should be offered 200 hours of employment during the summer).

2. **RFP sec. 6.8 Program Reporting requirements:** Are programs reimbursed on the basis of a completion rate? For example, if we proposed to serve 100 students, and of our 100 participants, only 90 worked 90% or more of the 200 hours ("completers") while the remainder worked less ("non-completers"), how would that affect reimbursement? (RFP sec 6.8, p. 10)

Answer: No, reimbursed payments for the Summer YouthWorks program will not be based on an enrollment or program completion rate. Selected provider will be reimbursed for all expenses and costs incurred during the billing cycle not to exceed the total dollars authorized by FCDJFS. Youth Wages shall be paid in advance and in accordance with the Selected Provider's payroll schedule.

3. **RFP II. Temporary Assistance for Needy Families (TANF):** Please clarify the eligibility/documentation requirements for foster youth. Must TANF forms be completed for these youth? What if the child in FCCS temporary custody has been absent from the home for more than 6 months at the time of enrollment, or during the summer work experience...what effect does this condition (p. 3 of RFP under "Household Composition") have on the eligibility determination of the foster youth?

ANSWER: (a) TANF eligibility documentation must be completed for all applicants. (b) The language referenced on page 3 of the RFP document is applicable to all TANF Youth Programming: "A minor child must be residing with his/her parent, a relative caretaker, legal guardian or legal custodian (for the purposes of TANF eligibility, legal custody can only occur through court order) A minor child may be temporarily absent from the home for up to six months if there is a plan for reunification in place through Franklin County Children Services."

**Applicable to the TANF Summer Youth Employment Program Only:** Youth in temporary or permanent custody of Franklin County Children Services Agency who are placed in a licensed foster care setting, that are between the ages 14 – 17 years of age or 18 years of age if they are a full-time student in secondary school are eligible to participate in the 2014 Summer YouthWorks program. No reunification plan is necessary for youth deemed eligible under this category. (See page 9, section 6.2 of the Summer YouthWorks RFP document)

4. **RFP II. Temporary Assistance for Needy Families (TANF): At the bidders' conference we were told that a letter from FCCS affirming the foster care custody status of the youth would be sufficient for determining that youth's eligibility for the program. Is that correct? If so, what if there is no reunification plan in place for that child? Please clarify the effect of the "Household Composition" condition on the eligibility determination of foster youth.**

ANSWER: (a) Yes, you are correct. Documentation from FCCS indicating that a youth is between the ages 14 – 17 years of age or 18 years of age if they are a full-time student in secondary school and currently in foster care is sufficient for determining eligibility for the Summer YouthWorks Program. (b) See response to Question #3.

5. **RFP VI. Scope of Work/Minimum Program Requirements: What are appropriate ways in the proposal to "demonstrate the existence of relationships or ready access to business partners that will serve as the worksites for the youth participants"?**

ANSWER: Part III -Question 15 of the 2014 Summer YouthWorks Program Overview template requires that bidders attach signed MOU's or other partnership agreements to demonstrate business commitments (see page 15 of the Summer YouthWorks Required Documents: Forms and Checklists). Letters of commitment from business partners are also acceptable in demonstrating the existence of relationships and willingness to serve as a worksite for summer youth participants.

6. **RFP sec. 6.10: Worksite Monitoring: Clarify the expectations around worksite monitoring: how often should the site be visited and for how long; is documentation of these visits required; if so, what information about the visit should be documented, etc.?**

ANSWER: (a) The bidder assumes responsibility for compliance with monitoring workplace safety, adequate supervision and adherence to child labor laws. Part III –Question 16 of the 2014 Summer YouthWorks Program Overview template asked bidders to describe how the organization will verify the safety and compliance regulations of each worksite. (b) At a minimum, FCDJFS expects the Selected Providers to document monitoring activities.

7. **We were looking at the budget and were having some difficulty completing it. Under tab II.C.1 Youth Wages, it is calculating each youth's wage as being \$1 per hour rather than \$10 per hour. Could you please advise us as how to how we should handle this so that our numbers are accurate?**

ANSWER: An updated FCDJFS Budget template has been posted and can be found at <http://jfs.franklincountyohio.gov/vendor-information/current-request-for-proposal.cfm>. The updated Budget template is listed under the 2014 Summer YouthWorks RFP documents.